

CAREER SERVICE PANEL
Minutes of the Meeting
2 December 1968

Attendees:

25X1A9a [REDACTED] Acting Chairman

25X1A9a [REDACTED] (left the meeting at 1020 hours)

25X1A9a [REDACTED] Recording Secretary

Absentees:

25X1A9a [REDACTED] Chairman

25X1A9a 1. [REDACTED] Acting Chairman, called the meeting to order at 0914 hours.

2. There were no additions or deletions to the agenda for 2 December 1968.

3. There was a review of the minutes for 4 November 1968 and the following corrections were requested:

25X1A9a a. Page 1 - add [REDACTED] name to the list of attendees.

b. Page 4, item 8, paragraph 2 to read:

25X1A9a [REDACTED] stated he concurred in the guidelines....."

c. Page 4, item 8, paragraph 3 to read:

25X1A9a "..... [REDACTED] stated that ORD people should be informed that they are evaluated once a year and given the general criteria for the evaluations.

d. Page 6, item 13, paragraph 2 to read:

"..... He stated his action was not on the approval or disapproval of the promotion action, per se. Motion carried."

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4. [REDACTED] moved that the minutes of 4 November 1968 be approved as corrected. [REDACTED] seconded the motion. Vote unanimous. Motion carried.

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5. [REDACTED] inquired about what had been done on requests made and recorded in the minutes of the meeting for 4 November 1968.

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6. [REDACTED] checked with [REDACTED] on Item 3.c. - wording on grade slot for [REDACTED] It should read as follows:

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"[REDACTED] was to discuss the wording of upgrading the GS-14 grade slot for [REDACTED]/Special Projects Group/ORD with DD/ORD."

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7. [REDACTED] reported on Item 3.c. in reply to [REDACTED] request for a copy of the slot structure in ORD so that Career Service responsibilities might properly be discharged. Mr. Chapman was asked where he wanted the cut-off made on the information to be provided to CSP members. Mr. Chapman replied that the CSP members should receive the information about their division, but they should not receive the office TO at the present time because the FY 69 slot structure has not been established.

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8. [REDACTED] moved that the CSP request the D/ORD issue the specifications on what the ORD slot structure is as of now, and that the ORD Division Chiefs be consulted on changes in regard to slot structure.

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[REDACTED] seconded the motion. Six members voted in favor of the

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motion with one member voting against the motion. [REDACTED] opposed the motion because he felt career development for ORD personnel can be handled better on the basis of approximately 100 rather than on the basis of approximately ten. He stated that ORD needs the flexibility to cut across division lines because the divisions are small.

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9. [REDACTED] talked with DD/ORD about [REDACTED] request in minutes of 4 November 1968, Item 5.a. [REDACTED] stated that he had not seen the list and will check with D/ORD. [REDACTED] will try to get the list of "comers" from D/ORD.

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10. [REDACTED] reported on Item 5.b., minutes of 4 November 1968, that he had checked with DD/ORD and a file on the [REDACTED] meeting has been established and is available from DD/ORD.

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25X1A9a 11. Results on Competitive Evaluation - GS-9's - GS-11's:

NAME	GRADE	DIV.	DIVISION RATING	REVIEWER'S RATING	CSP RATING
[REDACTED]	GSS-11	RP	A	A	A
[REDACTED]	GSS-11	An	A	A	A
[REDACTED]	GSS-11	An	B	C	B
[REDACTED]	GS-11	AO	*	B	C
[REDACTED]	GS-10	An	B	B	B

*Division rating not listed because of the absence of [REDACTED].

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12. [REDACTED] moved that a note be included in the minutes of the meeting to the effect that [REDACTED] job assignment is not ideal or correct for him and that, as a consequence of this, his career development is impaired. [REDACTED] seconded the motion. Four voted for and two opposed the motion. [REDACTED] and [REDACTED] opposed the motion. [REDACTED] stated that he didn't think that the rating or the motion, as stated, reflects the serious misapplication of [REDACTED] talents and capability.

13. The following report on promotions and other personnel changes was made:

PROMOTIONS:

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[REDACTED] - SPG/ORD - GS-6 to GS-7 - Secretary Steno.
[REDACTED] - AO/ORD - GS-4 to GS-5 - Info Control Clerk.
[REDACTED] An/ORD - GS-6 to GS-7 - Computer Programmer.

TERMINATIONS - TRANSFERS:

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[REDACTED] Clerk Typist, GS-5 - ORD/Library - leaving the area.
[REDACTED] Info Control Clk, GS-5 - going on LWOP - 12 months.
[REDACTED] GS-14, Phys Scientist- Res - transferred to COSATI, Executive Branch, White House.

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[REDACTED] GS-13, Phys Scientist-Res on temporary assignment-TSD.

ADDITIONS:

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[REDACTED] Clerk Typist, GS-4 - ORD/Registry - replacing [REDACTED]
[REDACTED] Clerk Typist, GS-4 - ORD/Library replacing [REDACTED]
[REDACTED] Secretary-Steno, GS-8 - has been reassigned from OSA to Analysis/ORD.

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14. CSP semi-annual report draft was discussed and corrections and deletions were made.

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15. [REDACTED] requested that Training Officer/ORD provide him with a breakdown on ORD personnel and man hours devoted to off-job training during the last six months.

16. The next CSP meeting was scheduled for 6 January 1969 at 0900 hours.

17. Meeting adjourned at 1110 hours.

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Executive Secretary/CSP

APPROVED:

Acting Chairman/CSP

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A G E N D A

Career Service Panel
Office of Research and Development
2 December 1968

0930 hours

Room 607 - Conference Room

1. Review of agenda for 2 December 1968.
2. Review of minutes for 4 November 1968.
3. a. Promotion actions
b. ORD staff changes or additions
[REDACTED]
4. Career Service Panel semi-annual report
(Messrs. [REDACTED])
5. Competitive Evaluation - GS-9's - GS-11's
6. New business

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Attachment:

Reviewer Assignments -
GS-9's - GS-11's

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